

ALL FACULTY SANTA ROSA JUNIOR COLLEGE ASSOCIATION

EXECUTIVE COUNCIL MEETING MINUTES

October 9, 2024

(Approved by the Executive Council on October 25, 2024)

Executive Councilors present (noted by *):

* Anne Donegan, <i>presiding</i>	* Amanda Greene	* Jessie Paisley	* Michelle van Aalst
* Ashley Arnold	* Steven Kessler	* Emily Schmidt	* Sarah Whyllly
* Marc Bojanowski	* Dawn Lukas	* Christie Soldate	* Patsy Young
* Bita Bookman	* Siobhan McGregor-Gordon	* Ivan Tircuit	* Tony Martin
* Wayne Downey	* Venona Orr	* Carlos Valencia	

Negotiators/Appointed Positions present: K. Frindell Teuscher, Mark Ferguson

Staff members present: Stephanie Simons

The meeting was called to order at 3:00 p.m. in Doyle 4520, on the Santa Rosa campus and via Zoom conferencing.

CLOSED SESSION REPORTS

1. **Conciliation/Grievance Report**. This report and discussion were conducted in Closed Session.
2. **Negotiations Report**. This report and discussion were conducted in Closed Session.
3. **Cabinet Report**. This report and discussion were conducted in Closed Session.

Closed Session adjourned at 4:01 p.m.

OPEN SESSION

Open Session reconvened at 4:03 p.m.

MEMBER CONCERNS

1. **Online special expertise requirement**. A Councilor reported they were approached by a faculty member regarding the online special expertise requirements which will be discussed at a meeting of the Academic Senate. The faculty member wanted to know AFA's stance on District-wide requirements for teaching online.
2. **Best practices for student success**. A Councilor presented a concern from a member requesting increased preparation time for associate faculty specifically for preparation occurring before a class begins to support best practices for student success. The additional preparation time would allow the faculty to do work such as sending a welcome letter to incoming students and preparing materials before school starts.
3. **Increased allotment of time for departmental meetings**. A Councilor presented a member concern regarding increased time for departmental meetings. The member stated the departments would like more time to meet with each other during the semester. The six hours currently provided is not enough to provide proper discussion when difficult situations arise.
4. **Professional development opportunities for associate faculty**. A member expressed interest in changing the way professional development is provided to associate faculty. The current method favors only those who have a regularly-scheduled class on a professional development designated workday. The member stated they would like AFA to develop a more equitable method of determining who should receive professional development, so all associate faculty have an opportunity for professional development. The member believes a minimum investment of time and money in each instructor will better the output of the faculty.

MINUTES

A motion was made and seconded to approve the minutes with requested correction from the September 25, 2024 Executive Council meeting (19 in favor, 0 opposed, 0 abstentions). (Approved minutes are posted at <http://www.afa-srjc.org/minutes.shtml>).

DISCUSSION ITEMS

1. Policy Development: Duties of AFA Councilors

Anne explained that Siobhan and the Cabinet continue to update all the policies. It is hoped a new policy will be brought every few meetings until the review is complete.

- Changes to the policy included:
 - Change of title to Duties of Executive Council Members
 - Removal of point two
 - Addition of points six through nine.
- Discussion was opened.
 - It was requested that "Association" be replaced with "All Faculty Association"
 - Point nine was amended to read "Vote on any changes to the By-laws."
- A motion was made and seconded to move this item to an action item (15 in favor).

2. FACCC Conference Attendees (2/22/25 to 2/24/25)

Anne announced the call for interest in attending the 2025 Advocacy and Policy Conference. The conference takes place on a Sunday through Monday. The Sunday programming features a day and a half of training on lobbying. On Monday, attendees visit the state capitol to speak with politicians. Anne stated that this direct lobbying effort is very effective.

- Points of note:
 - Attendees on Monday do not have to submit an NOA, and are eligible to get a substitute because it is District work.
 - The Student Body President and Student Trustee have been invited to attend.
 - Faculty working conditions are student learning conditions and politicians need to hear about faculty concerns.
 - AFA policy guarantees reimbursement of hotel, registration, and expenses for up to five members of the Council. With the application of the new pilot program for additional conference fee reimbursement, and its rollover clause, there is \$1800 available for reimbursement of conference fees.
 - Council members were invited to submit interest to AFA Staff by October 30.
- Questions and Comments
 - C: Anne added that her experience working with colleagues in FACCC has been very positive, and educational, and encouraged the Council members to attend.
 - C: A Councilor commented that programming will include a workshop led by the Part-time Committee. Comments, suggestions, and ideas for workshops may be directed to Emily Schmidt and/or Siobhan McGregor-Gordon.
 - C: FACCC is the advocacy group that addresses concerns of legislative and budgeting effects on California Community Colleges.
 - C: [CalMatters](#) identified FACCC as the fourth most effective advocacy organization in the state and number one for educational advocacy.
 - C: A member noted that the conference is held on Sunday, Feb. 23 – Monday, Feb. 24.
 - ⇒ A: AFA staff clarified that AFA will pay for two nights of hotel accommodations for those receiving reimbursement, which will encompass the dates of Feb. 22-24, 2025.

ACTION ITEMS

1. Policy Development: Duties of AFA Councilors

- This Item was moved from a Discussion Item.
- There being no further discussion, a motion was made, seconded, and approved by unanimous show of hands to accept the policy, with the changes noted during the discussion.

OTHER REPORTS

1. **President's Report.** Anne began her report continuing a discussion from the closed session Cabinet Report regarding campus safety and the District's response to recent safety concerns. The report concluded with concerns over equitable access to on-campus parking.
 - Safety on campus. Anne summarized that the closed session discussion centered on the firearm incident on the Petaluma campus, and the concerns many faculty members expressed to AFA not only about safety, but in particular, about the District's inefficient communication, especially in real time, about unsafe conditions. Faculty, students and staff persons on campus were not notified of the incident, and were permitted to continue activities as normal, despite the alleged suspect remaining at-large. Anne stated that AFA received many concerns from faculty at Petaluma and across the District, regarding the inappropriate and inadequate response from the District, both during and after the incident.
 - Board Meeting: Tuesday, October 8. Anne's report to the Board centered on the topic of more effective delivery of communication regarding safety needs of the faculty, and all persons who work and study on the SCJCD campuses. During her report to the Board, Anne highlighted the District's responsibility, per [Article 31.03](#), to maintain safe working conditions, and elucidated the ways they are not upholding that responsibility.
 - Suggested actions to improve safety. Anne invited discussion of safety concerns AFA can bring to the District. Participants were reminded that AFA can only negotiate parts of the Contract that both parties have agreed to review during the open negotiations period. Agreed upon changes to the contract language are then brought to the members during the Tentative Agreement (TA) vote.
 - Comments centered around the District's lack of communication, and dearth of measurable actions to ensure safety. Councilors requested the District provide:
 - Immediate written communication detailing the incident and any measures to be taken to ensure a safe working environment in relation to the incident
 - Nixle alerts, with a streamlined sign-up process
 - Emergency protocol training, including active shooter training.Anne stated this discussion would be resumed at a future meeting.
 - Fire Alarms in Emeritus. Anne reported that the District confirmed the fire alarms in Emeritus are working again. Anne encouraged the Councilors to spread the word.
 - Equitable access to on-campus parking. Anne explained a colleague approached her, very concerned about the inconvenience of parking in C-lot. The colleague suggested that all staff lots should be open to all staff, and not restricted to particular lots by letter. The Contract states lot preference is solely based on date of hire. The suggested change might negatively impact persons who have preferred parking privileges, and those who have been on the waitlist for 12-15 years. Anne noted that AFA shouldn't be in the business of taking things away from faculty, and offered a different solution. She suggested focusing on those who teach infrequently. With input from the District, a letter could be crafted to those who haven't requested a parking pass for x years, asking for voluntary retreat back to C-lot.
 - Anne noted to change the current practice, the Executive Council would direct the Negotiations Team to collaborate with SEIU, use an article [reopener](#), and negotiate the changes with the District. Anne initiated an analysis of the parking system with an RFI to Accounting.
 - The topic was opened for discussion.
 - Questions and Comments
 - C: A Councilor gave support for the first suggestion because such a change would actually be giving something to a lot of faculty, but only taking from a few.
 - C: Support for the seniority-based system was given because it was felt the uneven demand for particular lots requires such a system, and the idea of voluntary relinquishing a parking pass, could be a good solution to making more passes available in desirable lots.
 - C: A request was made for further information to better assess the use of parking lots. It was suggested that a load factor utilization review be completed, noting that on-going construction may skew the results of a study.

Anne thanked the Executive Council and participants for all the feedback and thoughtful discussion before adjourning the meeting.

The meeting was adjourned at 4:59 p.m.

Minutes submitted by Stephanie Simons.